

## **AGENDA**

### **CONNECTICUT BOARD OF EXAMINERS OF EMBALMERS AND FUNERAL DIRECTORS**

**Tuesday, December 2, 2008 at 9:30 AM**

Department of Public Health  
410 Capitol Avenue, Hartford, CT  
**Conference F – Second Floor**

#### **CALL TO ORDER**

##### **I. MINUTES**

Review and approval of the minutes from the October 9, 2008 meeting.

##### **II. CHAIR UPDATES/CORRESPONDENCE**

##### **III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

- A. Jennifer Filippone, Section Chief, Practitioner Licensing and Investigation
- B. Investigations Update  
*Gary Griffin, Investigations Supervisor, DPH*

##### **IV. NEW BUSINESS**

- A. Memoranda of Decision
  - Kevin Riley - Petition No. 2006- 0427-030-006
  - Coventry Funeral Home - Petition No. 2006- 1206-056-012
  - Hartford Trade Service – Petition No. 2006-0427-056-00
- B. Schedule meeting dates for 2009

##### **V. LEGAL OFFICE BUSINESS**

- A. Michael Weinstein, Embalmer - Petition No. 2007-0817-030-004  
*Consent Order Presented by Diane Wilan, Staff Attorney, DPH*

#### **ADJOURN**

The following minutes are draft minutes which are subject to revision and which have not yet been adopted by the Board.

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on October 9, 2008 at the Department of Public Health, 410 Capitol Avenue, Conference Room 2F, Hartford, Connecticut.

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**BOARD MEMBERS PRESENT:** Celia Pinzi, Embalmer – Chairperson  
James Donohue  
Peter Hansen, Embalmer  
Daniel P. Jowdy, Embalmer

**BOARD MEMBERS ABSENT:** John B. Sterry, Jr.

**ALSO PRESENT:** Jeffrey A. Kardys, Board Liaison  
Kathleen Boulware, DPH  
Gary Griffin, DPH  
Diane Wilan, Staff Attorney, DPH  
Elizabeth Frugale, Vital Records, DPH

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Chairperson Celia Pinzi called the meeting to order at 9:30 a.m.

**I. MINUTES**

The minutes from the August 7, 2008 meeting were reviewed. Mr. Hansen made a motion, seconded by Mr. Jowdy, to approve the minutes. The motion passed.

**II. DEPARTMENT OF PUBLIC HEALTH UPDATES**

**Investigations Update**

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are 14 cases currently in various stages of investigation by the Department. 6 additional cases have been referred to the Department's Legal Office for further review.

Mr. Griffin also provided statistics for the number of Funeral Homes licensed in Connecticut.

2004 – 312

2005 – 309

2006 – 303

2007 – 299

2008 – 298

The Board reviewed and updated the list of examiners for the practical licensure examination. The Department of Public Health will update this information on its web-site.

**III. NEW BUSINESS**

A. Health Assistance interVention Education Network for  
Connecticut Health Professionals – (HAVEN)

Maureen Dinnan, Esq., Neubert, Pepe & Monteith gave a presentation regarding the Health Assistance interVention Education Network for Connecticut Health Professionals (HAVEN). This program was developed pursuant to Public Act 07-103. Attorney Dinnan gave an overview of the programs mission, services and goals  
Currently there are no Embalmers or Funeral Directors enrolled in the program.

B. Memoranda of Decision  
Clifton Petteway – Petition No. 2006-0120-000-003

Mr. Jowdy made a motion, seconded by Mr. Donohue, to adopt the Memorandum of Decision ordering Mr. Clifton Petteway to cease and desist from any funeral directing or embalming activities. The motion passed with all in favor except Ms. Pinzi who was recused. Mr. Hansen signed the order on behalf of the Board.

Rev. Stanley Petteway – Petition No. 2006-0120-000-004

Mr. Jowdy made a motion, seconded by Mr. Donohue, to adopt the Memorandum of Decision dismissing the charges against Mr. Stanley Petteway. The motion passed with all in favor except Ms. Pinzi who was recused. Mr. Hansen signed the order on behalf of the Board.

**IV. LEGAL OFFICE BUSINESS**

A. Michael Weinstein, Embalmer- Petition No. 2007-0817-030-004

Diane Wilan, Staff Attorney, Department of Public Health presented a Consent Order in this matter. Mr. Weinstein was not present.

Mr. Jowdy made a motion, seconded by Mr. Hansen, to table this matter until the December 2, 2008 meeting to allow Mr. Weinstein to be present. The motion passed.

B. Frederick King Embalmer – Petition No. 2006-0713-030-009

Diane Wilan, Staff Attorney, Department of Public Health presented a Consent Order in this matter. Mr. King was present but not represented

Following a review of the circumstances in this matter Ms. Pinzi made a motion, seconded by Mr. Hansen, that the Consent Order be rejected with a recommendation that the matter be dismissed because Mr. King's conduct did not warrant disciplinary action. The motion passed unanimously.

**V. ADJOURNMENT**

Mr. Hansen made a motion, seconded by Mr. Jowdy, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 10:40 a.m.

Respectfully submitted,

Celia Pinzi, Chairperson  
Board of Examiners of Embalmers and Funeral Directors